

State Purchasing Fees

	6.1 Central Purchasing is funded through:	6.2 Does the state central procurement office charge state agencies for procurement related services provided by the central procurement office?	6.3 What value-added services (other than contracts) are provided to state agencies? (Examples: training, specification development, testing, one time purchases, etc.)	6.4 If state agencies are charged, what is the basis for the fees?	6.5 Does the state central procurement office charge political subdivisions for procurement related services provided by the central procurement office?	6.6 If political subdivisions are charged, what is the basis for the fees?	6.7 Which of the following value-added services does the central office provide for political subdivisions (including school districts)?				
							Purchase from state contracts	Electronic access to state contracts	Staff expertise upon request	Conducting procurements on their behalf	Other
Alabama	No Answer	No	Specification development, one-time purchases		No		Yes	Yes			
Alaska	Appropriation	No	Consulting on all procurement matters	N/A	No	N/A	Yes	Yes	Yes		Yes
Arizona	Both	No	Procurement advice and guidance; procurement training; compliance reviews; etc.		Yes	Currently, the State Procurement Office charges a annual set fee for poly sub coop members. Starting Oct. 1, 2009, the fee will be waived. State contractors will begin to remit to the State of Arizona an Administrative Fee of 1% for procurements made by eligible Cooperative Procurement Members.	Yes	Yes	Yes		
Arkansas	Appropriation	No	Training, specification development, sourcing assistance, guidance on law and rules		No		Yes	Yes			
California	Self-Funding	Yes	Training, specifications development, one-time purchases, IT acquisitions (one-time and purchase of integrated systems)	Cost recovery	Yes	Cost recovery	Yes	Yes	Yes		
Colorado	Self-Funding	No	Training, internet bidding system, conducting solicitations for limited delegations		No		Yes	Yes	Yes	Yes	
Connecticut	Appropriation	No	Training and education, procurement guidance, etc.		No		Yes	Yes	Yes	Yes	
Delaware	Appropriation	No	Training, specification development, GSA approval	N/A	No	N/A	Yes	Yes	Yes	Yes	Yes
District of Columbia	Both	Yes	Training and specification development	Workload and requisitions processed	No		Yes	Yes	Yes	Yes	
Florida	Self-Funding	No	Training and procurement law interpretation		No		Yes	Yes			
Georgia	Both	No	Training, certification, auditing, vendor outreach, marketing, operational review, systems support, and spend data		No		Yes	Yes	Yes		Yes
Hawaii	Appropriation	No	Training, advice, guidance/assistance, periodic review of procurement practices, one-time purchases		No		Yes	Yes	Yes		Yes
Idaho	Both	No	Training, processes, specification development, one time purchases		No		Yes	Yes	Yes		
Indiana	Appropriation	No	Training, solicitation development, negotiating skills, reverse auctions		No		Yes	Yes	Yes	Yes	
Iowa	Self-Funding	Yes	Training, p-card administration	Our fees are based upon the dollar amount state agency purchase from master contracts	No		Yes	Yes	Yes	Yes	
Kansas	Both	Yes		Administrative Fee in Statewide Mandatory Use Contracts, 0.5% of purchase amount	Yes	Administrative Fee in Statewide Mandatory Use Contracts, 0.5% of purchase amount	Yes	Yes	Yes	Yes	
Kentucky	Appropriation	No	Assist in development of specifications, and scopes of work. Solicit for all purchases over an agency's small purchase authority--one time purchases, requests for information, and term contracts. Assist in set up of electronic procurement system tables, electronic procurement system issues, reporting. Training. Advice on procurement issues. Provide information. Assist with contract problems.	N/A	No	N/A	Yes	Yes	Yes		
Louisiana	Both	No	Training and specification development, one time purchases		No		Yes	Yes	Yes	Yes	
Maryland	Appropriation	No	Procurement assistance, training, one-time purchases, administration of Maryland's online bidding portal (eMM), administration of Maryland's small business program	N/A	No	N/A	Yes	Yes			Yes

State Purchasing Fees

	6.1 Central Purchasing is funded through:	6.2 Does the state central procurement office charge state agencies for procurement related services provided by the central procurement office?	6.3 What value-added services (other than contracts) are provided to state agencies? (Examples: training, specification development, testing, one time purchases, etc.)	6.4 If state agencies are charged, what is the basis for the fees?	6.5 Does the state central procurement office charge political subdivisions for procurement related services provided by the central procurement office?	6.6 If political subdivisions are charged, what is the basis for the fees?	6.7 Which of the following value-added services does the central office provide for political subdivisions (including school districts)?				
							Purchase from state contracts	Electronic access to state contracts	Staff expertise upon request	Conducting procurements on their behalf	Other
Massachusetts	Self-Funding	No	Training and outreach, legal, Affirmative Market Program, e-Procurement System (Comm-PASS)		No		Yes	Yes	Yes	Yes	Yes
Michigan	Both	Yes	Training, specification development, market research, terms and conditions, etc.	Number of projects completed. For Information Technology purchases we are now logging time per project as well.	Yes	Annual lump sum subscription fee - MIDEAL program	Yes	Yes	Yes	Yes	Yes
Minnesota	Both	No	All of the above	Modest fees for training required to exercise delegated authority.	No		Yes	Yes	Yes	Yes	
Mississippi	Appropriation	No									
Missouri	Appropriation	No	Training, crafting specifications, specification database		No		Yes	Yes	Yes	Yes	
Montana	Both	No	Training		No		Yes	Yes	Yes		
Nevada	Self-Funding	Yes	All of the above plus personal property inventory management and surplus property disposal.	They are charged an assessment based upon their average spend with the Purchasing Division over a three year period.	No		Yes	Yes	Yes	Yes	Yes
New Jersey	Appropriation	No	Training, specification development, contract release orders for vehicles and furniture, one-time purchases via Waivers of Advertising		No		Yes		Yes	Yes	
New Mexico	Both	No	Training, specification development		No		Yes	Yes	Yes	Yes	Yes
New York	Appropriation	No	Training, one time purchases, approve piggyback requests, procurement guidance		No		Yes	Yes	Yes		Yes
North Dakota	Appropriation	No	Training, solicitation assistance, one-time purchase, mentoring	No charge.	No	No charge	Yes	Yes			
Ohio	Self-Funding	Yes	All examples provided including bidder lists and complaint to vendor resolution	.5% to purchase from DAS contracts.	Yes	Fees are based on size of population	Yes	Yes	Yes	Yes	Yes
Oklahoma	Both	No	Training, RFP development, consultation, one-time purchasing		No		Yes	Yes	Yes	Yes	
Oregon	Both	No	Training, testing	Generally the only charge is for training classes which can vary.	Yes	Recovery of Administrative and legal costs.	Yes	Yes			
Pennsylvania	Self-Funding	Yes	Training	Pro-rated portion of cost to run operation based on contract usage	No		Yes	Yes	Yes	Yes	
Rhode Island	Appropriation	No	Yes, training and specific development	N/A	No	N/A	Yes	Yes	Yes		
South Carolina	Both	Yes	Training, specification development, consulting, one-time purchases, multi-agency purchases, state term contracts, multi-state cooperatives, procurement policy	0.75% of purchases from statewide term contracts	Yes	0.75% of purchases from statewide term contracts	Yes	Yes	Yes		Yes
South Dakota	Self-Funding	Yes	Procurement Training, RFP Process management, specification development, one time purchases.	The basis for fees charged to state agencies is a percentage of the total cost of purchases from state contracts or through purchase orders.	No		Yes		Yes		

State Purchasing Fees

	6.1 Central Purchasing is funded through:	6.2 Does the state central procurement office charge state agencies for procurement related services provided by the central procurement office?	6.3 What value-added services (other than contracts) are provided to state agencies? (Examples: training, specification development, testing, one time purchases, etc.)	6.4 If state agencies are charged, what is the basis for the fees?	6.5 Does the state central procurement office charge political subdivisions for procurement related services provided by the central procurement office?	6.6 If political subdivisions are charged, what is the basis for the fees?	6.7 Which of the following value-added services does the central office provide for political subdivisions (including school districts)?				
							Purchase from state contracts	Electronic access to state contracts	Staff expertise upon request	Conducting procurements on their behalf	Other
Tennessee	Self-Funding	Yes	Procurement and system training, specification development, one-time purchases	In legacy system, based on type of transaction and frequency of transaction.	No		Yes		Yes	Yes	
Texas	Appropriation	No	Training, certification, contract management, best practices, specifications, strategic sourcing		Yes	\$100 yearly fee for upkeep of the program.	Yes	Yes	Yes	Yes	Yes
Utah	Both	No	Training, Specification Development, all purchases, unless delegated, over \$5,000.00.		No		Yes	Yes	Yes	Yes	Yes
Vermont	Appropriation	No		N/A	No	N/A	Yes	Yes	Yes	Yes	
Virginia	Both	Yes	eprocurement system, training, one time purchases, specification development	Value added services	No		Yes	Yes	Yes		
Washington	Self-Funding	Yes	1) Training, 2) Access to bid notification system, 3) Web access to contracts and related information	Cost recovery	Yes	Cost recovery	Yes	Yes	Yes	Yes	
West Virginia	Appropriation	No	Professional development/training, inspection services, statewide contracts, information repository, fixed assets, surplus property program		No		Yes	Yes	Yes		
Wisconsin	Appropriation	Yes	Training, compliance, consultation	Basis for fees are calculated as a proportional percentage of each agency's annualized spend. Consolidated agencies are assessed according to the procurement activities provided.	No		Yes	Yes			

Response Summary:		Response Summary:		Response Summary:	
Appropriation	18	Yes	9	Yes	44
Self-Funding	11	No	35		41
Both	15	No Response	1		37
No Response	0				23
					14

****Footnotes:**

Oregon: Question 6.7.1 cont: **Participants pay an annual fee for services based on their organization's fiscal year budget. The State of Oregon Cooperative Purchasing Program allows its members to utilize certain Oregon State Price Agreements for good and services. ORCPP eligible entities include: Units of local government such as cities, counties, school districts, special districts, etc. Oregon University Systems and its individual institutions. Qualified Rehabilitation Facilities. Residential programs under contract with the Oregon Department of Human Services. United States governmental agencies. American Indian tribes and agencies of American Indian Tribes. Certain qualified public benefit corporations. State agencies not subject to ORS 279A.050 and DAS-implemented Administrative Rules, such as Oregon Lottery, Treasury, Secretary of State, etc.

State Purchasing

	6.7.1 If Other (please specify)	6.8 Please describe the services provided by the central procurement office to state entities exempt from purchasing oversight:				6.9 Does the state central procurement office charge vendors for procurement related services provided by the central procurement office?	6.10 If vendors are charged, what is the basis for the fees?
		Courts	Universities	Transportation	Other State Agencies		
Alabama						No	
Alaska	Training	Purchasing from state contracts, electronic access, staff expertise, training	Purchasing from state contracts, electronic access, staff expertise, training		Alaska Seafood Marketing Institute, Alaska Pension Board, Alaska Housing Finance Corporation, Legislature	No	N/A
Arizona		Procurement guidance & advice	Purchase of statewide contracts	Procurement guidance & advice	Procurement guidance & advice	No	
Arkansas		None; would offer advice/knowledge if asked	Advice/knowledge	None; would offer advice/knowledge if asked	Complete, including working with AG's Office	Yes	Vendor registration \$25
California		Courts are exempt and do their own procurements	Universities are exempt and do their own procurements	Transportation is not exempt	For Constitutional Officers, the University of California (UC), the California State University, the Lottery Commission, the Public Employees' Retirement System, the State Compensation Insurance Fund, and other independent state entities are exempt from DGS oversight on procurements; however, all services provided by the Department of General Services, Procurement Division, if they apply and are granted purchasing authority or request its assistance.	No	Vendors are not charged
Colorado		Central Bidding system, State Contracts, Professional Development	Central Bidding system, State Contracts, Professional Development		Central Bidding System, State Contracts	No	
Connecticut		Optional use of our contracts	Optional use of our contracts			No	
Delaware	Representation at Business fairs and expos. Permits political subdivisions to participate in specification development.	Training, GSA approval, access to central contracts	Training, GSA approval, access to central contracts	Training, GSA approval, access to central contracts	Training, GSA approval, access to central contracts	No	N/A
District of Columbia		Exempt	250,000 exempt	All but horizontal construction	Economic development, Mental Health, Child and Family Services are all exempt	Yes	Plans and bid documents
Florida						No	
Georgia	Utilization of Georgia Procurement Registry (GPR) and eQuote	Able to utilize our statewide contracts, training, GPR and eQuote	Universities have matrix reporting into state purchasing and must follow state administrative rules, training, GPR and eQuote	Training, GPR and eQuote	Training, GPR and eQuote	No	
Hawaii	Training, guidance and assistance on statutes and rules	Training, advice, guidance/assistance, periodic review of procurement practices, one-time purchases	Training, advice, guidance/assistance, periodic review of procurement practices, one-time purchases	Training, advice, guidance/assistance, periodic review of procurement practices, one-time purchases	Training, advice, guidance/assistance, periodic review of procurement practices, one-time purchases	No	
Idaho	Training	None	Full service with one land grant university not serviced	Real property acquisitions and highways exempt. Full service for other property procurements.	Assistance, training, support when needed	No	
Indiana				Road Salt		No	
Iowa		Use of state contracts, advice, conducting bids	Use of state contracts	Use of state contracts		No	
Kansas		not exempt	Not exempt	Not exempt (except highways)		Yes	Costs for Open Records; Vendor registration fee \$10
Kentucky		Courts- may piggyback state contracts. Procurement information	Universities--may use state contracts. Procurement information.	Transportation--Procure one time and term contracts for items/services not delegated. Provide procurement information, advice, help and set up of electronic procurement system. Training. Assist with contract problems.	Other State agencies: Procure one time and term contracts for items/services not delegated. Provide procurement information, advice, help and set up of electronic procurement system. Training. Assist with contract problems.	No	N/A
Louisiana		Guidance or training	Guidance	Conduct procurements on their behalf of non-exempt commodities	Conduct procurements on their behalf	No	
Maryland	Access and use of eMM, cooperative procurement opportunities	Use of eMM, small business program	Use of eMM, small business program	Use of eMM, small business program	Use of eMM, small business program	No	N/A

State Purc

	6.7.1 If Other (please specify)	6.8 Please describe the services provided by the central procurement office to state entities exempt from purchasing oversight:				6.9 Does the state central procurement office charge vendors for procurement related services provided by the central procurement office?	6.10 If vendors are charged, what is the basis for the fees?
		Courts	Universities	Transportation	Other State Agencies		
Massachusetts	eProcurement Training	Training	Comm-PASS (eProcurement System) and AMP training	Procurement training, AMP training, comm-pass and all things related to procurements.		Yes	USD has proposed a 1% admin fee to vendors who are on a statewide contract. The basis for the fee is primarily RFR development and contract management.
Michigan	Opportunity to join new solicitation system as an additional agency participant for posting distributing and receiving ITB's, RFP's, RFI's and quotes.	MIDEAL	MIDEAL	Purchasing for some projects	Consulting assistance	Yes	For some contracts there is an administrative fee included.
Minnesota		State contract use	State contract use	Under our authority	State contract use	No	
Mississippi							
Missouri		Cooperative procurement	Cooperative procurement	Cooperative procurement	Cooperative procurement	Yes	There is a \$50 annual fee to receive email notices of bids, allows submission of electronic bids and additional search information. Bids may be reviewed and bid on without the fee, however, electronic submission is not allowed without the fee.
Montana						No	
Nevada	Surplus property reallocation and disposal	Use of contracts at their discretion	Use of contracts at their discretion	Not exempt	Not Exempt	No	
New Jersey	"Staff expertise upon request" and "Conducting procurement on their behalf" are the exception.	Courts, at their option, utilize the office's bidding, contracting and waiver processes and services.	Universities are permitted in some instances to use State contracts. Otherwise, the central procurement office has no oversight for universities' procurements.	For transportation infrastructure initiatives, the Dept of Transportation has complete authority over its procurements with no oversight by the central procurement office.		No	
New Mexico	Training	Training	Training	Training	Training	Yes	Vendor Notification fee
New York	Training	Contracts, training	Contracts, training	Contracts, training	Contracts, training	No	
North Dakota		Purchase upon request, access to our contracts	Cooperative purchasing, access to our contracts, collaboration	We buy goods/services/printing. Highway construction is completely separate.	Legislature. Access to our contracts.	No	No charge.
Ohio	Complaint to vendor resolution	Bidder registration lists, advertise contracts for free on our website	Bidder registration lists, advertise contracts for free on our website	Bidder registration lists, advertise contracts for free on our website	Bidder registration lists, advertise contracts for free on our website	Yes	No fee to vendor unless they hold a revenue share contract. Fees are determined by the type of contract held. If the contract is open to Cooperative Purchasing members the fee is .75%, if a VA GSA contract we honor the vendor fee already determine (which are .25%, .50% or 1%).
Oklahoma		As Requested	As Requested	As Requested	As Requested	Yes	\$25/commodity
Oregon	Oregon Coop Purchasing Program allows qualified agencies and organizations to access state contracts to purchase goods and services, procurement training opportunities and unlimited advertising on ORPIN. Additionally, a reciprocal interstate agreement allows access to designated State of Washington contracts. (Agencies must determine if Washington contracts meet their own purchasing rules and ORS 279 requirements prior to use.) **	N/A	N/A	N/A	N/A	No	N/A
Pennsylvania		None	None	None		No	Suppliers are charged \$500 per contract fee for participating on Cooperative contracts
Rhode Island		None	Non-exempt	Non-exempt	Non-exempt	No	
South Carolina	Training, consulting, and access to statewide term contracts and multi-state cooperatives	Not exempt; full services	Not exempt; full services	Full services for all areas, but road construction	Access to statewide term contracts, training, consulting	No	
South Dakota		Issue purchase orders and conduct bids	Not exempt from purchasing oversight	Not exempt from purchasing oversight except for construction projects. Equipment purchases handled by central procurement office.	Issue purchase orders and conduct bids upon request	No	

State Purc

	6.7.1 If Other (please specify)	6.8 Please describe the services provided by the central procurement office to state entities exempt from purchasing oversight:				6.9 Does the state central procurement office charge vendors for procurement related services provided by the central procurement office?	6.10 If vendors are charged, what is the basis for the fees?
		Courts	Universities	Transportation	Other State Agencies		
Tennessee		May utilize statewide contracts, specification assistance, process of requisitions upon request	May utilize statewide contracts, specification assistance, process of requisitions upon request	Not exempt, required to utilize the Purchasing Division for goods and non-professional services	May utilize statewide contracts, specification assistance, process of requisitions upon request	No	
Texas	Procurement card, travel services	Procurement	Travel services, fleet management	Procurement		No	
Utah	Electronic Procurement System	Training, advice, and best practices	Training, advice, and best practices	Training, advice, and best practices	Training, advice, and best practices	No	
Vermont		Services provided by the Office of Purchasing & Contracting are the same however only required upon request.	N/A	Highway construction projects for the Agency of Transportation are the only services that are exempt from Purchasing & Contracting oversight.	Service requirements which are decentralized at the agency level are the only services that are exempt from Purchasing & Contracting oversight.	No	N/A
Virginia		State contracts	Not exempt	Not exempt	Not exempt	Yes	Value-added services
Washington		Access to state contracts, training, electronic bid notification system	Access to state contracts, training, electronic bid notification system		Poli-sub--Access to state contracts, training, electronic bid notification system	No	
West Virginia			Vendor registration			Yes	Annual vendor registration fee
Wisconsin		Training, compliance and consultation	Training, compliance and consultation	Training, compliance and consultation	Training, compliance and consultation	No	

Response
Summary:
Appropriation
Self-Funding
Both
No Response

**Footnotes:

Oregon:

Response Summary:

Yes	11
No	33
No Answer	1

State Purc

	6.11 What value-added services are provided to vendors? (Examples: training, specification development input, preferences, etc.)
Alabama	Specification Development Input
Alaska	Training
Arizona	Procurement training; Small-, Women-, Minority-owned business preferences
Arkansas	Notification of new solicitations; training
California	Training, small business/disabled veterans business enterprise certification and outreach
Colorado	
Connecticut	Training (how to do business with the state)
Delaware	Training, specification development input through RFI and vendor meetings.
District of Columbia	None
Florida	Training
Georgia	Training, call center support, electronic vendor registration, eQuote, GPR, online bid submittal
Hawaii	Training workshops, guidance and assistance, statutory preferences
Idaho	Training in how to do business with Idaho. E-procurement training.
Indiana	
Iowa	
Kansas	
Kentucky	Vendor registration assistance. Training. Meet and greet sessions where vendors get to meet the buyers that handle the goods/services that they provide. Assist with contract problems.
Louisiana	Training, Vendor Guide, and product preferences
Maryland	Training on eMM and how to do business with the state, outreach to potential small and minority firms

State Purchasing	
	<p>6.11 What value-added services are provided to vendors? (Examples: training, specification development input, preferences, etc.)</p>
Massachusetts	eProcurement Training, Pathways to Procurement (all vendors) and Affirmative Market Training for M/WBEs who are interested in doing business with the state.
Michigan	Option of utilizing our new electronic bid notification system, electronic response to solicitations, online registration and completion of certifications and representations.
Minnesota	Training, administration of preference programs, resolve vendor management issues.
Mississippi	
Missouri	Training, Specification Development, Internet-Based open record system
Montana	
Nevada	Online registration; electronic solicitation notification; participation in supplier opportunity fairs.
New Jersey	
New Mexico	Notifications, training
New York	Outreach training at state workshops
North Dakota	Outreach seminars, vendor registry, state bidders' list, email notice of bidding opportunities, self-maintenance of bidder information
Ohio	Training, specification development input, 5% Ohio preference, complaints reviewed
Oklahoma	Notice of business opportunities, technical assistance
Oregon	Some training
Pennsylvania	Marketing of contracts to local governments
Rhode Island	Training, Contract Fairs, Job Fairs
South Carolina	Training, specification input, preferences, bidding assistance
South Dakota	

State Purchasing	
	6.11 What value-added services are provided to vendors? (Examples: training, specification development input, preferences, etc.)
Tennessee	
Texas	Centralized Master Bidders List provides notification of solicitations
Utah	Electronic Bid/Offer submission
Vermont	
Virginia	e procurement system
Washington	1) Access to vendor registration bid notification system, 2) training events, 3) electronic access to contract information and other related information
West Virginia	Bid opportunities, award notification
Wisconsin	The Central Purchasing Organization facilitates the online registration of vendors to the state's online vendor list to enable electronic notification and downloading of solicitations for commodities and services the vendor provides based on registered vendors' selected NIGP codes.

Response
Summary:
Appropriation
Self-Funding
Both
No Response

****Footnotes:**

Oregon: